The purpose of this data collection is to gather information on students that receive instruction at home or at a hospital due to injury or illness at any time during the collection period of December 2, 2006 through December 1, 2007. This information is used for federal and state reporting.

#### **Audience**

This is a required collection for public, accredited nonpublic schools, charter schools and freeway schools.

### Instructions

### Reporting a Student for Homebound/Hospital Collection:

- 1. Report data for students that receive instruction at home or at a hospital due to injury or illness at any time during the collection period, Dec 2, 2006 through Dec 1, 2007.
- 2. Special Education students with an IEP that are homebound (Code 13) are NOT included in this report solely because they are homebound.
- 3. A Homebound Input form is available in the Application Center.

The **required collection period** begins **December 2, 2006** and ends **December 1, 2007, which** is the <u>final</u> date for submission. During this time you are required to submit a file, review the processing results of the file for errors, and review the reports in the Message Center for accuracy. These reports are provided for you under the section "Reports" and should be printed and reviewed by the responsible person(s). If there are any errors or inaccuracies you may correct your data file and resubmit until the end of the day of the final collection date.

### **Homebound (DOE-HB)**

Field	Fieldname Description	Length	Data Field Specification and	Notes
Order			Requirements	
1	School Number	4	State Assigned School ID	School building id
			Allowable values are:	
			Valid School number	
			Required Field: Yes	
A				
2	Student Test Number	9	Official Student Test Number	STN Number must already exist in the
	(STN)		(STN) assigned to student	STN Lookup
В				
			Required Field: Yes	
3	Grade Level	2	Allowable Codes Are:	
				Pre-Kindergarten students, age 5, are
			PW = Pre-School Ages 0-2	students who are not eligible for
			PK = Pre-Kindergarten Ages 3-5	Kindergarten because their birth date falls
			KG = Kindergarten	after the official enrollment date for
			01 = Grade 1	Kindergarten.
			02 = Grade  2	
			03 = Grade 3	PW – students who are provided Special
			04 = Grade 4	Education services from birth through
			05 = Grade 5	Age 2.
			06 = Grade 6	
			07 = Grade 7	13 =Grade 12+/Adult: These may be
			08 = Grade 8	students who received Certificates of
			09 = Grade 9	Achievement or Course Completion and
			10 = Grade 10	who have returned for further education
			11 = Grade 11	and to possibly earn a regular or other
			12 = Grade 12	diploma.
			13 = Grade 12+/Adult	
			Required Field: Yes	
			1	
C				
4	Homebound	8 or 10	Did the student receive	Refer to Code 13 for

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes	
	Beginning Date		instruction at home or at a hospital at any time during the school year due to illness or injury?  Beginning date of Injury/illness  Allowable Date Formats Are:	Homebound/Hospital used by Special Education Division for special education participants.  Any student injured can be reported, it is not limited to special education participants that become homebound	
D			MMDDYYYY and MM/DD/YYYY Where: MM = Month (01 – 12) DD = Day (01 – 31) YYYY = Year (2006,2007)  Required Field: Yes	Illness/injury that overlaps the collection year should be reported for each collection year beginning with Dec 2, 2006 and ends at Dec 1, 2007. Last day of school may also be used when illness extends into summer break.	
5 E	Homebound Ending Date	8 or 10	Ending data of Injury/illness  Required Field: Yes		

# **Example Data File Formats**

The following section contains the example data files in the allowed comma delimited, positional, and XML formats.

### **Comma Delimited Format**

0001,000105089,03,12/2/2006,01/22/2007

### **Positional Format**



0001000105089031202200601222007

# E(x)tensible Markup Language (XML) Format

# **Change History**

The following section contains a history of changes made to the Data Layout from the prior version.

Version Number	Change History
01.26.07	Grade level note changed on pre-kindergarten, removed reference to Title I students. Homebound beginning

Version Number	Change History
	Date, year example changed. Date changed on Example Data File Formats to 12/1/2006 as acceptable date.
05.30.06	New collection due to breakup of the DOE-PS.